

**SUPPLEMENTAL EXPERIENCE STATEMENT
FOR
TRACTOR OPERATOR POSITIONS
FWS-5705**

W-T (GG/FWS)

PRIVACY ACT STATEMENT: Furnishing the information requested in this form is voluntary. The information will be used to evaluate your qualifications for a position where certain knowledge, skills, and abilities are required to satisfactorily perform the duties and responsibilities of a job. Failure to provide this information could result in improper rating of your qualifications for the job and failure to receive proper placement consideration. Where this information is required as part of an application for a job, failure to provide the information results in an incomplete application. The information furnished in this form will be used by Section personnel involved in the rating of candidates, those involved in making recommendations for selection, the selecting official for the position, and other personnel who may be involved in the inspection of the Section's personnel management program.

INSTRUCTIONS: Legibly print in ink or use typewriter when completing answers. Answer each item regarding your background, experience, and training. Answers should be based on actual work experience. If you use additional paper, be sure to identify the question you are answering by showing the element number you are continuing on the additional sheet.

NAME OF CANDIDATE: (LAST, FIRST, MIDDLE INITIAL)

In completing this form, go back no more than 10 years ago. Experience gained more than 10 years ago is considered "stale" experience unless you have actively pursued that type of work in your career or profession.

SECTION I. OPERATION OF THE TRACTOR AND ATTACHED OR TOWED EQUIPMENT.

1. List all the kinds of tractors you can operate (i.e., farm, warehouse, aircraft towing, etc.)
 2. For each type of tractor listed, show the types of attachments, if any, you can operate.
 3. Show the types of equipment you have towed with each tractor listed.
 4. For each one listed, tell whether you can operate the tractor without supervision, or if you must get instructions from someone else in its operation.
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5. Where and when did you acquire this ability (i.e., which job, which employer, when, etc.)?

SECTION II. WORK PRACTICES (INCLUDING ATTACHING AND ADJUSTING EQUIPMENT AND PERFORMING OPERATOR MAINTENANCE)

1. Tell about your ability to select auxiliary equipment according to the work to be done.
 - a. Who told you what equipment to select?
 - b. Who told you how to attach the equipment or accessories to the tractor?
 - c. Who checked your work after you selected the auxiliary equipment and attached it to the tractor?

2. Tell about your ability to perform operator maintenance on tractors (such as independently making repairs in the field, replacing hoses, fan belts, cutting blades, etc.; minor tune ups on tractor engines; replacing worn or broken parts; etc.).

SECTION III. ABILITY TO INTERPRET AND FOLLOW INSTRUCTIONS.

1. Tell about your ability to interpret and follow instructions pertaining to tractor operations.
 - a. How do you receive your work assignments (oral, written, both, etc.)
 - b. Once you received the work assignment, what did you do?

- c. Who checked your work? When did the checks take place? For what purpose were the checks made?

2. Have you ever instructed other employees on how to operate a tractor? ☐ No. Go to next question. ☐ Yes.
- a. If "Yes", when and whom did you instruct?
- b. What did your instructions consist of?

SECTION IV. ABILITY TO DO THE WORK OF THE POSITION.

Work Description. "Under normal supervision, operates wheel-type tractors with various attachments in cutting weeds, clearing brush, loading trucks, digging trenches with backhoe attachment, etc. As required, operates automotive vehicles such as dump, flat-bed, or pick-up trucks. Performs operator maintenance as necessary or on scheduled basis. Completes operator reports on work performed and/or materials used in the completion of assignments."

Carefully read the general description of the work of the position. Then, read each ability statement carefully and select the one which shows your ability to do the work described. [Claims of abilities subject to verification or demonstration.]

☐ I have not done this type of work.

☐ I am able to do this type of work under close supervision.

☐ I am able to perform most of the tasks of the job, except the following _____

☐ I am able to do most of the tasks subject to checks or inspections during and after I complete the work.

☐ I am able to do all the work on my own initiative subject to occasional checks of my completed work.

☐ I am able to do all the work on my own initiative subject to my inspection upon completion of the work

SECTION V.

1. Have you had an accident involving a tractor you were operating? ☐ No. Go to next question. ☐ Yes. If so, tell about it.

2. Have you had any training in the operation of a tractor? ☐ No. Go to next question. ☐ Yes. Describe.

3. What do you consider to be your strongest qualification for a tractor operator's position?

AFTER COMPLETING THIS FORM, look it over to make sure you have included information on all items. Also, be sure that any experience and/or training you have claimed in this form is reflected in your application.

All statements made in this form or your application are subject to verification.

I CERTIFY that all statements made in this form are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

Signature of Applicant [In Ink] _____ Date _____